

2006 REQUEST FOR PROPOSALS

AGENCY: U.S. EPA, Region 9

FUNDING OPPORTUNITY NAME: Tribal Indoor Radon Project Grant

ANNOUNCEMENT TYPE: Initial

FUNDING OPPORTUNITY NUMBER: EPA-R9-AIR6-06-010

CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 66.032

Overview

The U.S. Environmental Protection Agency (EPA) Region 9, Air Division, is soliciting proposals from eligible Tribes and Tribal Consortia to fund Tribal Indoor Radon Pilot Project. Projects must demonstrate the effectiveness of reducing health risks through the development and implementation of projects for the assessment and mitigation of radon. Proposals must address one or more of the following priority areas:

- Promote radon-resistant new building construction in homes and schools
- Promote/plan radon testing and mitigation of homes and schools
- Promote radon testing in homes in conjunction with property transfers
- Promote and/or develop coalitions to work in partnership in order to reduce the risk of radon exposure

Radon is the second leading cause of lung cancer, nearly one in 15 homes in the U.S. has a high level of indoor radon. The U.S. Surgeon General and USEPA recommend that all homes be tested for radon. Homes with high radon levels can be fixed. Additional information on radon and EPA's radon program can be found at: <http://www.epa.gov/radon>

These awards are intended for work to be carried out in Region 9 which consists of Arizona, California, Nevada, Guam, Hawaii, and the Pacific Islands

EPA Region 9 anticipates approximately \$250,000 of total federal funds will be available. Region 9 anticipates awarding approximately 3-4 grant agreements ranging in size from \$25,000 to \$70,000 for work to be completed in either one or two years.

Important Dates:

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|--------------------|---|
| September 5, 2006 | Proposal packages must be received by this date by 5 PM PST or filed electronically through Grants.gov by 8pm Eastern Daylight Time |
| September 15, 2006 | Initial Approvals Identified Successful Applicants will be requested to submit a formal application package |
| October 2, 2006 | Applications and Final Work Plans Submitted to EPA or received through Grants.gov |

November 20, 2006 EPA Grant Awards made

The above dates other than the September 5, 2006, proposal due date are anticipated dates and may be subject to change. **Late proposals will not be considered.**

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U.S. EPA, Region 9 2006 REQUEST FOR PROPOSALS
Tribal Indoor Radon Project Grant
FUNDING OPPORTUNITY NUMBER: EPA-R9-AIR6-06-010

FULL TEXT ANNOUNCEMENT

I. FUNDING OPPORTUNITY DESCRIPTION

In October 1988, Congress enacted the Title III, Indoor Radon Abatement Act (IRAA) as an amendment to Toxic Substances Control Act (TSCA). IRAA contains several provisions aimed at the long-term goal of rendering the air within buildings in the U.S. as free of radon as the ambient air outside of buildings. EPA is using its authority under TSCA Section 10(a), 15 U.S.C. §2609(a) to address the radon problem on Indian lands. EPA intends for these grants to demonstrate the effectiveness of reducing health risks through the development and implementation of projects for the assessment and mitigation of radon.

These funds are for demonstration projects not for continuing programs or implementation projects. A demonstration project must involve new or experimental technologies, methods, or approaches, where the results of the project will be disseminated so that others can benefit from the knowledge gained. A project that is accomplished through the performance of routine, traditional, or established practices, or a project that is simply intended to carry out a task rather than transfer information or advance the state of knowledge generally is not considered a demonstration.

EPA's Strategic Plan and Anticipated Programmatic Environmental Results

1. Linkage to EPA Strategic Plan

This Request for Proposals supports EPA's strategic objective to increase the number of people breathing healthier indoor air. The competitive opportunity also supports the Agency's annual measures and long-term measures as detailed below. These goals build on the Agency's Strategic Plan; Goal 1: Clean Air and Global Climate Change; Objective 1.2 Healthier Indoor Air; Sub-objective 1.1.1 – More People Breathing Cleaner Air located at:

<http://www.epa.gov/ocfo/plan/2003sp.pdf>

To accomplish the goals of the Agency's Strategic Plan, EPA's Office of Radiation and Indoor Air, Indoor Environments Program has developed indoor air quality priority area objectives. EPA Region 9 is focusing on a subset of these, which are identified below. Applicants must identify one or more project objectives and goals that are aligned with the following indoor air quality priority areas:

- Promote radon-resistant new building construction in homes and schools
- Promote/plan radon testing and mitigation of homes and schools
- Promote radon testing in homes in conjunction with property transfers

- Promote and/or develop coalitions to work in partnership in order to reduce the risk of radon exposure

2. Measuring Environmental Results

For each priority area as referenced above, applicants must articulate their project goals, objectives, activities and expected environmental results. Results are expressed as outputs and outcomes. The term “output” means the environmental activity, effort, and/or associated work products related to a goal or objective. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

The term “outcome” means the result, effect or consequence that will occur from carrying out a program or activity. Outcomes may be environmental, behavioral, health-related or programmatic in nature, must be quantitative or qualitative. Impacts of programs or changes in behavior are typically intermediate outcomes that will eventually lead to desired changes in environmental or health status or ‘end’ outcomes.

All proposed projects must demonstrate how they will result in healthier indoor air for a healthier indoor environment. Your proposal must provide a brief description of how your project’s activities (outputs and outcomes) will link to the EPA’s Strategic Goals. See example below.

An **example** of anticipated environmental outcomes and outputs may include but is not limited to the following;

Example Activity	Example Programmatic/Environmentally Related Outputs	Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Educate Tribal officials on environmental health risks of radon and ways to reduce risks	Number of Tribal officials educated on radon	Number of Tribal members or communities testing their home(s) for radon and mitigating high levels	Reduction in lung cancer due to increased radon mitigations

II. AWARD INFORMATION

EPA Region 9 anticipates that approximately \$250,000 of federal funds will be available for all awards. Region 9 anticipates awarding approximately 3-4 grant agreements ranging in size from no less than \$25,000 and no more than \$70,000.

EPA anticipates the start dates for these projects to be after November 1, 2006 (fiscal year 2007); grants are funded on a 12 month basis or 24 month basis.

Previous recipients for these funds may apply for a new and different project.

If EPA decides to partially fund the proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award, and also maintains the integrity of the competition and the evaluation/selection process.

EPA reserves the right to make additional awards under this announcement (after the original award selections are made) if additional funding becomes available. Any additional selections for awards will be made no later than 6 months from the date of original selection decisions. The additional selections must be made in accordance with the terms of this announcement and EPA policy.

EPA reserves the right to reject all proposals/applications and make no awards under the announcement. Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. EPA is not bound by any estimates in this announcement. Award of funding through this year's competition is not a guarantee of future funding.

III. ELIGIBILITY INFORMATION

A. Eligible Applicants

The eligible applicants for the Tribal Indoor Radon Projects include Federally Recognized Indian Tribes and Tribal consortia.

B. Threshold Eligibility Criteria

- Proposals must be submitted by due date.
- Applicants must submit a project narrative (See instructions in Section IV).
- Proposals submitted under this solicitation must be no less than \$25,000 and no more than \$70,000 to be accepted for evaluation.
- Proposals must address one or more of the following priority areas:
 - Promote radon-resistant new building construction in homes and schools
 - Promote/plan radon testing and mitigation of homes and schools
 - Promote radon testing in homes in conjunction with property transfers
 - Promote and/or develop coalitions to work in partnership in order to reduce the risk of radon exposure

Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

C. Cost Sharing or Matching

TSCA Section 10(a) does not require cost-sharing. However, please note that Section V (see below) includes an evaluative criterion for leveraging funds.

IV APPLICATION AND SUBMISSION INFORMATION

Applicants have the option to submit a proposal by either hardcopy submission or electronically through Grants.gov.

Full applications must not be submitted at this time.

FY2006 Tribal Indoor Radon Project Request for Proposals instructions are available

electronically on: <http://www.epa.gov/region09/funding/index.html>

Hard copies will be available upon request by contacting: Louise Hill, (415) 947-4192; fax: (415) 947-3583, or Hill.Louise@epa.gov

How to submit your proposal:

Applicants must complete a **cover letter** (maximum 1 page) and a **project narrative not to exceed 8 pages**, excess pages will not be reviewed; however, see below for exceptions to the 8 page maximum length). A page equals one side; single spaced, using no smaller than 11 point Times New Roman Font with 1" margins. Double spaced copies are preferred. If submitting electronically, use the project narrative attachment form in Grants.gov as described in Attachment 1.

A. Content and Format of Proposal: the following format must be used:

Cover Letter: Elements of cover letter include (must not exceed 1 page, excess pages will not be reviewed):

1. Name of project
2. Contact Information for this project. (Individual and Organization name, Address, Phone, FAX, E-Mail Address)
3. A statement that your organization meets eligibility requirements (Section III.)
4. Explain briefly any previous activities/work on indoor radon and **how this project is different.**
5. Brief description of Tribe or Consortium, i.e. Tribal population, geographic areas covered etc.
6. Proposed Federal Funding Requested
7. Proposed recipient leveraging plan (There is no statutory or regulatory match requirement under TSCA 10. However, please note that Section V (see below) includes an evaluative criterion for leveraging funds.)
8. Project Priority Area (based on priority areas as described in Sections I and III above).

Project narrative (may not exceed 8 pages, excess pages will not be reviewed. Exceptions to 8 page limit are defined below. Project narrative must include:

1. Expected accomplishments or product, with dates and interim milestones. This section should also include a discussion of a communication plan for distributing the project results to interested parties
2. Expected environmental outputs and outcomes (activities) as described in Section I. to be achieved under the grant agreement including a plan for tracking and measuring your progress towards achieving the expected outcomes and outputs identified in Section I of this announcement.
3. Past Performance: submit a list of all EPA and other Federal Agency assistance agreements that your organizations performed in the last three years and describe how you documented and/or reported on your progress towards achieving the expected results (e.g., outcomes and outputs) under those agreements. If you were not making progress, please indicate how you documented why you were not making progress. In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant).
4. Programmatic Capability: submit a list of all Federally funded projects similar in size, scope and relevance to the proposed project that your organization performed within the last three years and describe your: (i) technical ability to successfully carry out those projects, (ii) history of meeting the reporting requirements under these agreements including submitting acceptable final technical reports, (iii) organizational experience and plan for timely and successfully achievement of the objectives of the proposed project, and (iv) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.
Note: Applicants must submit information relating to the programmatic capability criteria to be evaluated under ranking factor(s) in Section V of this announcement. EPA will consider information provided by the applicant and may consider information from other sources including Agency files.
5. Description of General Budget Proposed to support project (no more than 1 page).*

*Statutory Ceilings: Expenditures for measurement equipment/devices and mitigation demonstrations cannot exceed 50% of the grant amount in a budget period. Please note that research is ineligible for funding as well as other ineligible costs outlined in 40 CFR Part 31 and OMB Circular A-87.

Exceptions to the 8 page maximum are as follows:

- The General Budget Proposed does not count toward the 8 page limit, but it must not exceed one page. Pages in excess of the first page will not be reviewed.

B. **Submission Dates and Times**

Proposals must be received by EPA on September 5, 2006. Hardcopy Proposals must be received no later than 5 PM PST. If filing electronically through Grants.gov, submittals must be filed no later than 8:00 PM EST. **Proposals submitted after this date will not be considered.**

C. **Hardcopy Submission:**

Please send (3 copies) **hardcopy Proposals to:**

U.S. Environmental Protection Agency, Region 9
Attn: Louise Hill (AIR-6)
75 Hawthorne Street
San Francisco, CA 94105

For additional information, please contact Louise Hill, Radon Program Coordinator at (415) 947-4192.

D. **Instructions for electronic submittal through Grants.gov:**

See Attachment 1

E. **DUNS number**

A Dun and Bradstreet Data Universal Numbering System (DUNS) number is now required on all federal applications for assistance. Your organization may obtain a DUNS number at no cost by calling Dun & Bradstreet at (866) 705-5711 or on the Internet: <https://eupdate.dnb.com/requestoptions.html>

F. **Confidential Business Information**

It is recommended that confidential information not be included in the proposal. However, if confidential business information is included, it will be treated In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure

G. **Intergovernmental Review**

Pre-application Coordination: The applicant should consult the Regional Indian Program Coordinator designated as the single point of contact for more information. This program is excluded from coverage under E.O. 12372.

H. **Pre-proposal/Application Communications and Assistance**

EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. However, in accordance with EPA's Competition

Policy of January 11, 2005 (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria.

V. APPLICATION REVIEW INFORMATION

EPA will award Tribal Radon Project Grant Agreements on a competitive basis and evaluate proposals based on the following evaluation criteria:

Proposal Evaluation Criteria		Maximum Points per Criterion (170 Point Scale)
I. Project Goals and Objectives:		Total Points: 35
1.	The proposed project goals and objectives align with EPA's Strategic Plan and indoor air quality priority area goals (as described in Section I).	15
2.	The proposed project goals and objectives demonstrate the ability to achieve substantial measurable environmental outcomes and outputs (as described in Section I.)	20
II.	Project Narrative: Activities; Methods; Materials; and Timeline:	Total Points: 50
1.	The project narrative sufficiently describes the activities, methods, materials, and timeline that will be used to achieve each goal, objective, and measurable environmental health outcomes and communication plan.	10
2.	The project narrative describes the practicality and feasibility of project's proposed activities, methods, materials, timeline for achieving the project goals, objectives and outcomes.	15
3.	The project narrative describes activities, methods, and materials that are appropriate for the designated target audience(s).	10
4.	The project narrative demonstrates the development and utilization of collaborations/partnerships to achieve the project's goals, objectives, and measurable environmental outcomes.	15
III	Organizational Past Performance and Programmatic Capability	Total Points: 20

1.	Past Performance: Extent and quality to which the applicant adequately documented and/or reported on its progress towards achieving the expected results under EPA and other Federal agency assistance agreements performed within the last three years, and if such progress was not being made whether the applicant adequately documented/and or reported why not. In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant information for this factor will receive a neutral score for it.	10
2.	Programmatic Capability: Under this factor, the Agency will evaluate the applicants technical ability to successfully carry out the proposed project taking into account the following factors: (i) past performance in successfully completing federally funded projects similar in size, scope, and relevance to the proposed project performed within the last 3 years , (ii) history of meeting reporting requirements under federally funded agreements similar in size, scope, and relevance to the proposed project performed within the last 3 years and submitting acceptable final technical reports under these agreements, (iii) organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (iv) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. Note: In evaluating applicants under this factor, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history (items i and ii above), will receive a neutral score for those elements of this factor.	10
IV. Project Sustainability and Replication		Total Points: 20
1.	The proposed project addresses how applicant will sustain successes in meeting goals, objectives, and environmental outcomes beyond the conclusion of the EPA assistance agreement, and how the impacted audience (e.g. Tribal Governments, Tribal community, etc.) will sustain successes in achieving measurable outcomes beyond the conclusion of the EPA assistance agreement.	15
2.	The proposed project demonstrates that activities are replicable.	5
V. Monitoring and Evaluating Environmental Results:		Total Points: 25
1.	The proposed project specifies practical approaches to identify, measure, and evaluates programmatic outputs and environmental outcomes and identifies baseline(s) to measure them.	15
2.	The proposed project specifies how progress towards achieving goals, objectives, and measurable environmental outputs & outcomes will be tracked and reported.	10
VI. Budget:		Total Points: 20
1.	The proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes. The budget also provides an approximation of the percentage of the budget designated for each major activity.	10

2.	Under this criterion, applicants will be evaluated based on the extent they demonstrate (i) how they will coordinate the use of EPA funding with other Federal and/or non Federal sources of funds to leverage additional resources to carry out the proposed project(s) and/or (ii) that EPA funding will compliment activities relevant to the proposed project(s) carried out by the applicant with other sources of funds or resources.	10
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B. Review and Selection

EPA staff will review proposals submitted under this announcement. Upon completion of their review, the panel will provide preliminary recommendations to the selection official, based on their evaluation and ranking of proposals, on whether an applicant's proposal should be selected for funding. The selection official will make the final funding decisions based on the review panel recommendations and may also consider the following factor in making final funding decisions: the distribution of funds across the radon priority areas described in sections I and III. Selected organizations will be notified and requested to submit a full application.

Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices: Recipients who are selected will be notified to submit a formal application kit for funding. These recipients will be invited to submit a detailed workplan and the completed application for funding. Receipt of an application is not a guarantee for funding. Deadlines must be met and the work plan approved by the EPA Project Officer for funding to occur. An application kit containing financial and administrative forms and general information on Federal grants will be mailed to awarded recipients. Blank forms may also be obtained at: <http://www.epa.gov/region9/funding/applying.html>

B. Administrative and National Policy Requirements: 40 CFR Part 31

An applicant whose proposal is selected for federal funding must complete additional forms prior to award (see 40 CFR 31.10). In addition, successful applicants will be required to certify that they have not been debarred or suspended from participation in federal assistance awards in accordance with 40 CFR 32.

Agreements with Tribal governments and Tribal Consortia are subject to 40 CFR Part 31 and OMB Circular A-87. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at: <http://www.epa.gov/ogd/grants/regulations.html>. Copies of the circulars can be found at: <http://www.whitehouse.gov/omb/circulars>.

C. Reporting:

Quarterly project status reports and Financial Status Reports will be required. Quarterly

reports should describe project activities and provide the EPA Project Officer with information about project development. The Financial Status Report must accurately account for all federal funds expended and identify appropriate use of federal funds.

- D. Disputes: Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at:
<http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/pdf/05-1371.pdf>
- E. Quality Assurance Plan:
- Since FY2000, it has been required that a Quality Management Plan (QMP) for Indian Radon Pilot Project Grants must be developed before environmental testing can take place. A Quality Management Plan documents an organization's quality system for planning, implementing, documenting, and assessing the effectiveness of activities supporting environmental data operations and other environmental programs. The QMP must be submitted to the EPA Project Officer at least 30 days prior to the initiation of data collection or data compilation. Information on Quality Assurance Programs for USEPA grants or programs may be found and downloaded at:
<http://www.epa.gov/quality>.
- F. In certain circumstances costs incurred prior to the grant award may be eligible for reimbursement. However, this does not include any costs associated with responding to this solicitation or in finalizing the application package. If costs are incurred before the award, they are incurred at the applicant's or grantee's own risk. Please note that research is ineligible for funding as well as other ineligible costs outlined in 40 CFR Part 31 and OMB Circular A-87.

VII Other Information

EPA Project Officer:

Louise Hill, Radon Project Officer
Hill.Louise@epa.gov
(415) 947-4192
FAX: (415) 947-3583

Attachment 1: Instructions for Grants.gov